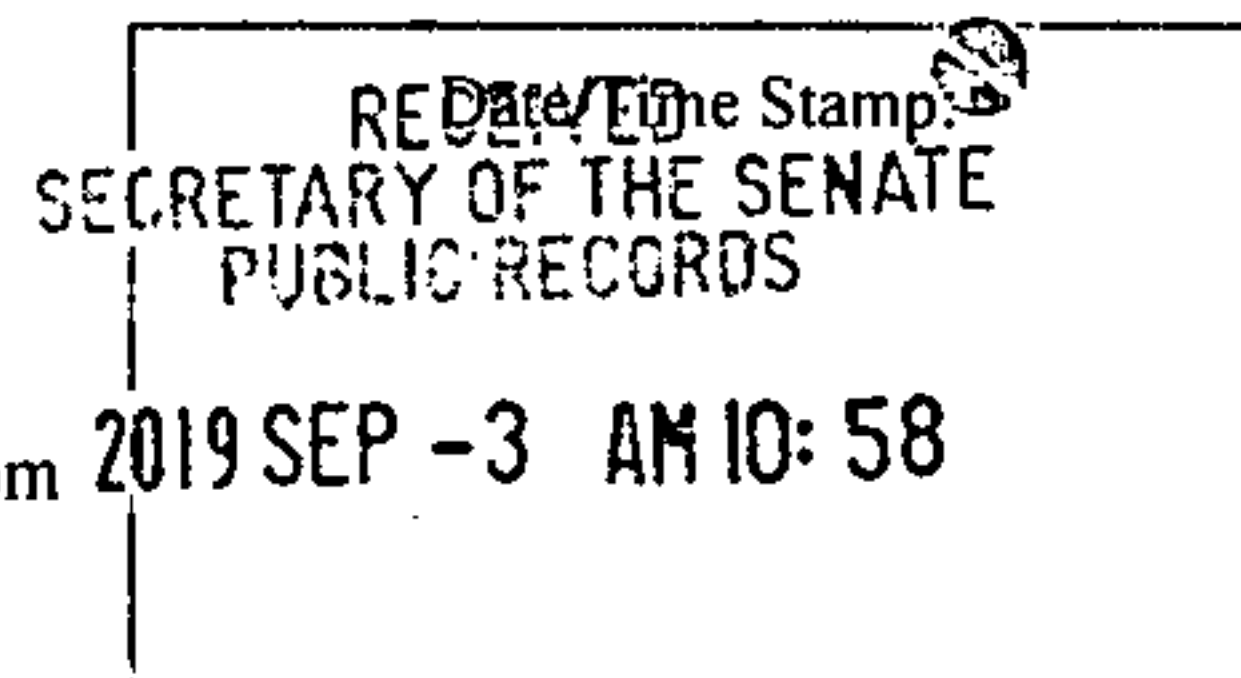


Employee Post-Travel Disclosure of Travel Expenses



Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): The Aspen Institute

August 6th-8th

Travel date(s): _____

N/A

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	\$39.32 (round trip mileage)	\$188.00 for two nights total	\$110.50	\$402.50 meeting room fees (includes meeting facilities, set up/take down, cleaning, meeting materials)

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	N/A	N/A	N/A	N/A

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

See attached agenda

9/3/19
(Date)

ROBERT L. MORAN
(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9/3/19
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

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Robert L. Moran

Name of Traveler: _____

Employing Office/Committee: Committee on Health, Education, Labor and Pensions

Private Sponsor(s) (list all): The Aspen Institute

Travel date(s): August 6-8, 2019

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Airlie House, Warrenton, VA

Explain how this trip is specifically connected to the traveler's official or representational duties:

As Education Policy Director for the Committee, this retreat will look at how states and local school districts are implementing the Every Student Succeeds Act. Specifically, the event will focus on how schools are implementing improvement strategies that will help me better understand and evaluate future legislative proposals and to develop hearings of interest for Committee members.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

7/8/2019
(Date)

Robert L. Moran
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Senator Lamar Alexander hereby authorize Robert L. Moran
(Print Senator's/Officer's Name) (Print Traveler's Name)

I authorize an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

7/8/2019
(Date)

Lamar Alexander
(Signature of Supervising Senator/Officer)

THE ASPEN INSTITUTE
EDUCATION & SOCIETY PROGRAM

June 18, 2019

Dear Senate Colleague,

We are writing to invite you to participate in an upcoming retreat – ***“Implementing ESSA: School Improvement and Innovation”*** – for the Aspen Senior Congressional Education Staff Network from **12:00 PM Tuesday, August 6, 2019 to 1:00 PM Thursday, August 8, 2019** at Airlie House, 6809 Airlie Road, Warrenton, VA 20187, located 50 miles from Washington, DC.

At this convening, staffers will hear from state and district leaders on the implementation of the Every Student Succeeds Act. Staffers will understand how states implementing their ESSA plans and building coherence across priorities, systems, and programs. Participants will also have a chance to explore school improvement, including how states and districts are responding to new reporting requirements and taking advantage of flexibilities to implement innovative initiatives like project-based learning and competency-based education. Finally, the retreat will provide an opportunity for staffers to engage in their own learning and build working relationships with colleagues from different parties and chambers and with leading experts in the field.

We are committed to working with you and the Senate Ethics Committee to ensure compliance with the Senate rules regarding privately-funded sponsored travel. Enclosed you will find all the forms necessary for filing the trip with the Ethics Committee:

- A detailed agenda listing discussion sessions
- A completed Private Sponsor Travel Certification Form and appendix
- A list of invited Senate staffers
- A blank Employee Pre-Travel Authorization form

You must complete the Traveler Form and submit it with the enclosed agenda, list of invited staffers, and Primary Trip Sponsor Form directly to the Senate Ethics Committee (220 Hart) no later than Monday, July 8, 2019. After receiving the completed travel package, the Ethics Committee will review and issue an approval to you or your sponsoring Member. After the trip, you will need to complete a post-travel form that we will email to you after the site visit.

Attendance is by invitation only, with no outside observers or lobbyists. Funding is provided solely by grants from established foundations – no government, individual, foreign, corporate, or special interest money is accepted. The Network is supported by The Bill & Melinda Gates Foundation. The Aspen Education & Society Program maintains autonomy over invitations, materials, and the agenda for the retreat.

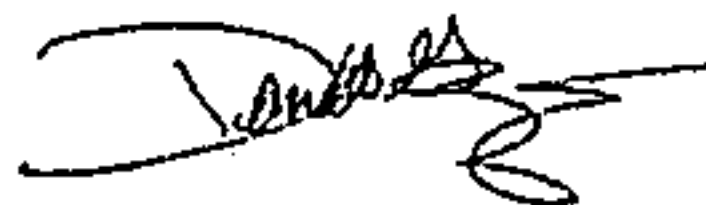
The retreat will begin at **12:00 PM on Tuesday, August 6, 2019**, at Airlie House and will conclude at **1:00 PM on Thursday, August 8, 2019**. Please plan your travel accordingly in order to be present for the duration of the retreat. Dress is business casual for all meetings.

The retreat promises to be productive and informative. We look forward to seeing you there.

Warm regards,



Ross Wiener



Danielle Gonzales



Marisa Goldstein



Doug Mesecar

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors):
The Aspen Institute, Inc. (Education and Society Program)
2. Description of the trip: Aspen Institute Education and Society program sponsored convening for senior education staffers on the Implementation of the Every Student Succeeds Act (ESSA) and next steps.
3. Dates of travel: August 6-8, 2019
4. Place of travel: Warrenton, VA
5. Name and title of Senate invitees: Please see attached roster
6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
=OR=
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
=AND=
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
=AND=
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

[OR]

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

[OR]

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The Aspen Institute is the sole sponsor of this retreat and is solely responsible for the development and execution of the convening. (see continued response)

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Aspen Institute is an educational and policy studies non-profit organization whose mission is to foster leadership based on enduring values and provide a non-partisan forum for the exchange of ideas.

(see continued response)

Briefly describe each sponsor's prior history of sponsoring congressional trips:

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The Aspen Institute has a nearly forty year history of conducting non-partisan educational forums, which often include Members of Congress and staff. The Aspen Institute Education and Society program has been conducting convenings for Congressional education staff for over twelve years.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="checked" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$58.00 (round trip mileage and tolls)	\$188.00 for two nights total	\$110.50	\$402.50 meeting room fees (includes meeting facilities, set up/take down, cleaning, meeting materials)

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

b) The trip is organized specifically with regard to Congressional staff participation in order to support their learning on implementation of the Every Student Succeeds Act.

18. Reason for selecting the location of the event or trip

The location is close to Washington, DC for easy staffer travel and allows faculty members (external experts brought in to support the retreat) to fly into DCA, Dulles or BWI and travel easily to the facility.

19. Name and location of hotel or other lodging facility:

Airlie House, 6809 Airlie Road, Warrenton, VA 20187

20. Reason(s) for selecting hotel or other lodging facility:

The meeting location has sufficient meeting space and lodging to support off-the-record, non-partisan exchanges of ideas and professional learning.

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Question 12. Briefly describe the role of each sponsor in organizing and conducting the trip (response continued) -- The Bill & Melinda Gates Foundation is not a sponsor of this trip and did not play a role in organizing, planning or conducting the trip. The Foundation provided grant funding to support the Aspen Institute Education & Society Program, including the Aspen Senior Congressional Education Staff Network; however, the Foundation did not earmark any funding for this trip.

Question 15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips) (response continued) – The Aspen Institute organizes numerous educational activities, including educational briefings, roundtables, forums and conferences for a diverse range of attendees including federal and state policymakers, business and organizational leaders, members of the press and the general public. The Aspen Institute Education and Society Program works with federal, state and local education leaders to improve K-12 student achievement, particularly for underserved students.

Aspen Senior Congressional Education Staff Network Retreat

Implementing ESSA: School Improvement and Innovation

Airlie House
6809 Airlie Road
Warrenton, VA 20187
P: 540-347-1300

August 6-8, 2019

CONGRESSIONAL STAFF

Amanda Beaumont

Minority Deputy Education Policy Director
Senate Committee on Health, Education, Labor,
and Pensions, Ranking Member
P: 202-224-5501
Amanda_Beaumont@help.senate.gov

Manuel Contreras

Minority Education Policy Advisor
Senate Committee on Health, Education, Labor,
and Pensions
Manuel_Contreras@help.senate.gov

Laura Friedel*

Majority Clerk
Senate Appropriations Subcommittee on Labor,
Health and Human Services, and Education
P: 202-224-0314
Laura_Friedel@appro.senate.gov

Mike Gentile

Majority Professional Staff Member
Senate Appropriations Subcommittee on Labor,
Health and Human Services, and Education
Mike_Gentile@appro.senate.gov

Jordan Hynes*

Majority Professional Staff Member
Senate Committee on Health, Education, Labor,
and Pensions
P: 202-224-2009
jordan_hynes@help.senate.gov

Amy Jones*

Minority Director of Education and Human Services
Policy
House Committee on Education and Labor
P: 202-226-9421
Amy.Jones@mail.house.gov

Robin Juliano*

Majority Professional Staff
House Appropriations Subcommittee on Labor,
Health and Human Services, and Education
Robin.Juliano@mail.house.gov

Alex Keenan*

Minority Clerk
Senate Appropriations Subcommittee on Labor,
Health and Human Services, and Education
Alex_Keenan@appro.senate.gov

Kim Knackstedt

Minority Senior Disability Policy Advisor
Senate Committee on Health, Education, Labor,
and Pensions
Kimberly_Knackstedt@help.senate.gov

Mark Laisch

Minority Professional Staff Member
Senate Appropriations Subcommittee on Labor,
Health and Human Services, and Education
P: 202-224-7230
Mark_Laisch@appro.senate.gov

Kara Marchione

Minority Education Policy Director
Senate Committee on Health, Education, Labor,
and Pensions
P: 202-224-1416
Kara_Marchione@help.senate.gov

Bob Moran

Majority Education Policy Director
Senate Committee on Health, Education, Labor,
and Pensions
Robert_Moran@help.senate.gov

Cindy Ambrose

Deputy Superintendent

Charleston County School District

75 Calhoun Street

Charleston, SC 29401

P: 843-709-7011

cynthia_ambrose@charleston.k12.sc.us

Asst: Jessica Bialock

Jessica_Bialock@charleston.k12.sc.us

Virgel Hammonds

Chief Learning Officer

KnowledgeWorks

One West Fourth Street

Suite 200

Cincinnati, OH 45202

P: 513-929-4777

hammondsv@knowledgeworks.org

Asst: Mike Ball

ballm@knowledgeworks.org

Jill Levine

Chief of Innovation and Choice

Hamilton County Schools

3074 Hickory Valley Road

Chattanooga, TN 37421

P: 423-498-7020

levine_jill@hcde.org

FACULTY

Leighann Lenti

Chief of Partnerships

University of Virginia Partnership for Leaders in Education

P.O. Box 6550

Charlottesville, VA 22906

P: 202-262-4493

LentiL@arden.virginia.edu

Tiffany Stanley

Chief of Staff

Utah State Board of Education

250 E 500 S

Salt Lake City, UT 84111

P: 801-538-7715

tiffany.stanley@schools.utah.gov

Asst: Cheri Rieben

cheri.rieben@schools.utah.gov

Leah Walker

Director, Office of Equity and Community Engagement

Virginia Department of Education

Leah.Walker@doe.virginia.gov

P: 804-461-9459

Gyimah Whitaker

Area Superintendent

Fulton County Schools

6201 Powers Ferry Road NW

Atlanta, GA 30339

P: 404-964-3162

whitakerq1@fultonschools.org

Asst: trosclair@fultonschools.org

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STAFF, FUNDERS & ADVISORS

Soukvilai Greiner
Meeting Planner
Canvas Meetings and Incentives
souk@canvasmeetings.com
P: 312-296-6278

Danielle Gonzales
Managing Director
Aspen Education and Society Program
2300 N Street NW, Suite 700
Washington, DC 20037
P: 202-736-3543
danielle.gonzales@aspeninst.org

Doug Mesecar
Aspen Institute Congressional Consultant
13981 Fern Valley Lane
Leesburg, VA 20176
703-887-3738
dougmесecar@gmail.com

Patrick Murray
Senior Program Officer
Bill & Melinda Gates Foundation
1300 I Street NW, Suite 200 East
Washington, DC 20005
P: 202-662-8196
patrick.murray@gatesfoundation.org
Asst: Felecia McDonald
P: 630-677-7411
felecia.mcdonald@gatesfoundation.org

Aspen Senior Congressional Education Staff Network Retreat

Implementing ESSA: School Improvement and Innovation

Airlie House
6809 Airlie Rd
Warrenton, VA 20187
P: (540) 347-1300

August 6-8, 2019

AGENDA

Retreat Goals:

- Understand how states and districts are implementing the Every Student Succeeds Act (ESSA), including school improvement strategies after the first year of school identifications;
- Understand how states and districts are using innovation, especially around teaching and learning, accountability, and assessment, to address equity and support school improvement;
- Engage in active learning and build working relationships with education leaders from the field, as well as with colleagues from different parties and chambers.

Tuesday, August 6, 2019

All meeting sessions are in the Federal Room

12:00 PM	Arrival and Check-In	
12:30 – 1:00 PM	Lunch	Airlie Room
1:15 – 1:45 PM	Welcome, Overview, and Retreat Objectives	
	To guide the retreat's discussion, Congressional staffers and faculty members will begin by sharing their top learning objectives for the convening.	
1:45 – 3:15 PM	<u>Session I: Lessons from ESSA Accountability Year 1 Implementation</u>	
	Tiffany Stanley , Chief of Staff to the State Superintendent of Public Instruction, Utah State Board of Education	
	Bryan Johnson , Superintendent, Hamilton County Schools	
	Leah Walker , Director, Office of Equity and Community Engagement, Virginia Department of Education	
	Guiding Questions:	
	<i>How did the identification of schools for CSI, TSI or ATS compare to expectations and/or state plan projections?</i>	
	<i>What interventions are states and districts pursuing and what are the initial learnings from these approaches?</i>	
	• <i>How are SEAs and LEAs preparing for year 2 of ESSA accountability implementation? What adjustments are being made?</i>	

- *To what extent and why are SEAs amending their approved ESSA plans and/or seeking waivers? How are states ensuring waivers improve equity in their ESSA plans?*
- *What role has the U.S. Department of Education (ED) played during the first year of implementation, including ED's monitoring processes in states, and what are state and districts expectations for what they should be doing in year 2 and beyond?*

3:15 – 3:30 PM

Break

3:30 – 5:00 PM

Session II: Innovation in Teaching & Learning, Accountability & Assessment

Virgel Hammonds, Chief Learning Officer, KnowledgeWorks

Leah Walker, Director, Office of Equity and Community Engagement, Virginia Department of Education

Cindy Ambrose, Deputy Superintendent, Charleston County School District

Tiffany Stanley, Chief of Staff to the State Superintendent of Public Instruction, Utah State Board of Education

Faculty will present for the first half of the session, followed by a facilitated discussion.

Faculty will detail how states and districts are currently using innovative approaches to teaching and learning, accountability and assessment, to increase equity and outcomes for all students. They will describe how innovation intersects with ESSA and other federal and state laws and policies and where there are challenges or additional opportunities.

Guiding Questions:

- *What teaching and learning innovations, such as personalized learning or course access are states and districts pursuing as a result of ESSA (and/or federal policy)?*
- *Is Innovative Assessment Pilot enough to encouraging enough innovative assessment practices?*
How do these innovations support ESSA's equity and outcome goals?
How are these models being evaluated for impact? Or being used to support and complement school improvement initiatives?

5:00 – 5:15 PM

Taking stock: Staff reflections and feedback to guide remaining discussions

6:30 PM

Networking Reception with Expert Faculty

Pavilion Room

Staffers will have the opportunity to network with faculty during the reception.

7:00 – 8:30 PM

Dinner with Discussion of Earlier Sessions

Pavilion Room

Wednesday, August 7, 2019

All meeting sessions are in the Federal Room

7:30 – 8:30 AM

Breakfast

Airlie Room

8:30 – 8:35 PM

Group reflection on Day 1: What thoughts and questions were raised for further discussion?

8:35 – 10:45 AM

Session III: Deep Dive on School Improvement

Leighann Lenti, Chief of Partnership, University of Virginia Partnership for Leaders in Education

Gyimah Whitaker, Area Superintendent, Fulton County Schools

Staff will be led through a detailed presentation on district school improvement efforts being supported by the University of Virginia, with a close examination of the work in one partner district. Staff and faculty will consider implementation implications, including SEA and LEA capacity, equity, human capital decisions, budgeting, and overall strategy.

10:45 – 11:15 AM

Break and individual reflection

11:15 AM – 12:30 PM

Session IV: School Improvement Reflection: Context and Implications

Bryan Johnson, Superintendent, Hamilton County Schools

Tiffany Stanley, Chief of Staff to the State Superintendent of Public Instruction, Utah State Board of Education

Cindy Ambrose, Deputy Superintendent, Charleston County School District

Faculty will respond to issues raised in earlier sessions and respond to the questions staffers are most interested in learning more about.

Guiding Questions:

Is ESSA's theory of action around school improvement playing out as envisioned? Why or why not?

Are ATS and TSI identified schools sufficiently differentiated? Are underperforming subgroups being identified for improvement as required? How do we know?

How are SEAs leveraging ESSA's evidence requirements for interventions? What interventions are they using?

- *What role can/should ED play in promoting effective practices and evidence-based improvement strategies?*

12:30 – 1:30 PM

Lunch

Airlie Room

1:30 – 3:15 PM

Session V: Innovation and Federal Policy

Cindy Ambrose, Deputy Superintendent, Charleston County School District

Virgel Hammonds, Chief Learning Officer, KnowledgeWorks

Staff will go on a partner walk to address the following questions:

1. What innovation(s) did you expect to see as a result of ESSA and how has this played out in practice?
2. How can innovation be balanced with the equity guardrails required in the law?

All staff and faculty will engage in a full group discussion reflecting on discussions from the partner walk. This will be followed by a look at how states and districts are thinking about innovation in accountability and assessment.

Additional Guiding Questions:

- *How does innovation support ESSA's goals?*

LEARNERS

What implications for equity can we draw from innovative efforts at the state and district levels to date?

- *What is the role of ESSA relative to other state and/or district policies, practices, and/or funding streams in supporting innovation? How could these policies be more coherent and aligned?*

3:15 – 3:30 PM

Break

3:30 – 4:45 PM

Session VI: Exploring Report Cards in the ESSA Era

Leah Walker, Director, Office of Equity and Community Engagement, Virginia Department of Education

Bryan Johnson, Superintendent, Hamilton County Schools

Tiffany Stanley, Chief of Staff to the State Superintendent of Public Instruction, Utah State Board of Education

Guiding Questions:

- *How is ESSA's theory of action around transparency and school improvement playing out?*
- *How are report cards helping to highlight equity? Are states complying with all of the reporting requirements under the law? Are there any concerns about transparency, accessibility, and disaggregation?*
- *How are SEAs and LEAs reporting on required additional measures (such as discipline or teacher quality data), or additional measures they have chosen to report on that do not contribute to accountability determinations?*
- *Which SEA or LEA report cards are especially well-designed? What about them seems most promising?*

4:45 – 5:15 PM

Taking stock: Staff reflections and feedback to guide remaining discussions

6:00 – 7:00 PM

Networking Reception with Expert Faculty

Pavilion Room

Staffers will have the opportunity to network with faculty during the reception.

7:00 – 8:30 PM

Dinner with Discussion of Earlier Sessions

Pavilion Room

Thursday, August 8, 2019

All meeting sessions are in the Federal Room

7:30 – 8:30 AM

Breakfast

Airlie Room

8:30 – 8:40 AM

Staff reflections and feedback to guide remaining discussion

8:40 – 10:20 AM

Session VII: Future Opportunities for Connecting Innovation and School Improvement under ESSA

Guiding Questions:

How can state and district leaders leverage innovative practices to support school improvement efforts? What are the technical and adaptive challenges to achieving this?

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- *What is needed to ensure innovative practices comply with the law's requirements for evidence-based school improvement?*
- *How tight/loose do SEAs and LEAs need to be to create space for innovation while meeting required timelines for improvement and outcomes?*
- *What role can Congress and ED play to ensure SEA and LEA leaders are using federal funds to support innovation, while ensuring those federal funds are used on evidence-based school improvement efforts?*

10:20 – 10:30 AM	Break	
10:30 – 10:50 AM	Complete Retreat Evaluation	
10:50 – 11:20 AM	Final Observations from Expert Faculty	
11:20 – 11:45 PM	Taking Stock: Staff Reflections and Feedback to Guide Next Steps for the Network	
12:00 – 1:00 PM	Lunch and Adjourn	<i>Airlie Room</i>

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